**Subject:** Re: Westchester insurances **From:** Emelia Tso <emelia.tso@lacity.org>

Date: 08/16/2013 11:41 AM

**To:** Donald Duckworth <duckworth.donald@gmail.com>

CC: Rick LaRue <rlarue@insurancewest.com>

Please ask your insurance agent to put the insurances in the <a href="http://track4la.lacity.org">http://track4la.lacity.org</a>. Thanks.

On Fri, Aug 16, 2013 at 11:36 AM, Donald Duckworth <a href="mailto:duckworth.donald@gmail.com">duckworth.donald@gmail.com</a> wrote:

Pls register our renewal with the City. Let me know as I may assist further.

----- Forwarded message ------

From: "Emelia Tso" < emelia.tso@lacity.org >

Date: Aug 8, 2013 8:29 AM

Subject: Re: Westchester insurances

To: "Donald Duckworth" < <a href="mailto:duckworth.donald@gmail.com">duckworth.donald@gmail.com</a>>

Cc:

Hi Donald.

Your G/L & D/O insurance will be expired on 08/27/2013.

Please ask your insurance broker to log in the below link to submit the insurances electronically.

## http://track4la.lacity.org

If the insurance is for state fund, please forward to me and I willask the approval for you.

If you have any questions, please contact our staff at (213) 978-RISK (7475).

Thank you for your cooperation.

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Thanks.

Emelia Tso
Administrative Service Division
Office of City Clerk
213-978-1110

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Re: Re: Westchester insurances

Thanks.

Emelia Tso Administrative Service Division Office of City Clerk 213-978-1110

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